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JERSEA REALTY

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SELLER CHECKLIST

- | | |
|--|---|
| <input type="checkbox"/> Property survey | <input type="checkbox"/> Evidence of Title (Title policy, abstract, etc.) |
| <input type="checkbox"/> Flood Elevation Certificate | <input type="checkbox"/> Most recent property tax bill |
| <input type="checkbox"/> Flood Insurance Policy | <input type="checkbox"/> Mortgage instrument |
| <input type="checkbox"/> Keys to property | <input type="checkbox"/> Recent Utility bills |
| <input type="checkbox"/> Inventory List of all furnishings | <input type="checkbox"/> Mortgage note |

Contact Information

- Lender's name, address, phone
- contact person
- mortgage account number, and present balance (if applicable for all mortgage notes on property)
- If the property is held in trust, provide name of trustee, trust account number, contact information
- Your attorney's name, address, and phone number
- All contacts day and night phone numbers
- Your thoughts on special features of your property or community
- Personal property included in the sale-with marketing value